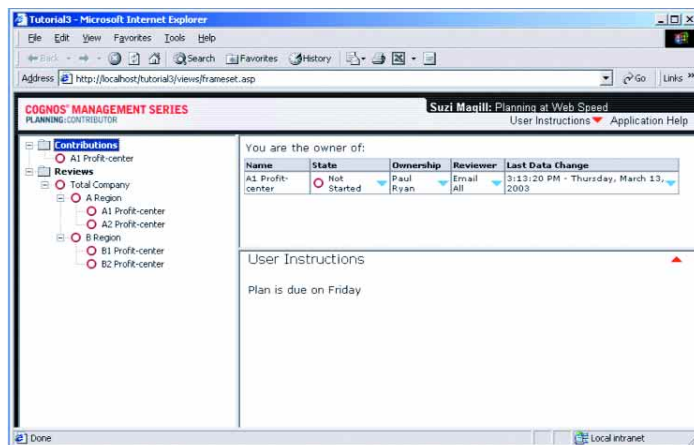


COGNOS® ENTERPRISE PLANNING SERIES – CONTRIBUTOR

EXTENDING ENTERPRISE PLANNING WITH COGNOS CONTRIBUTOR

The Contributor component of Cognos Enterprise Planning Series extends the planning solution to every area of the enterprise and beyond—to employees, resellers, suppliers, and customers worldwide. Cognos Contributor is uniquely suited to supporting the broad participation that successful enterprise planning requires through scalability, simplicity, and structure. Finance appreciates its streamlined approach to data collection and workflow management. Business managers appreciate its ease of use. And—both executives and investors appreciate the fiscal predictability it facilitates across the enterprise.



SCALE TO THOUSANDS

With Cognos Contributor, organizations can easily engage thousands in the planning process, collecting data from managers and staff across divisions and across geographies. Users work simultaneously, yet retain rapid server response, because Contributor is optimized for end-user performance. The client requests data from the server only as needed and saves only data that has changed. Complex calculations are performed at the client, giving users instantaneous response and sparing the server unnecessary traffic during high-use times.

- **Distributed processing.** The intelligent distributed processing of Cognos Contributor leverages a powerful local Web client that provides and maintains fast response for thousands of concurrent users. Contributor's familiar spreadsheet look-and-feel encourages high levels of participation and collaboration.
- **Accurate data.** Enterprise-wide planning information is stored in a single data repository, providing an on-demand, perpetually accurate pool of planning data.
- **Instant analysis.** Contributor's "breakback" feature helps users analyze the "what-if" effects of entries across a time periods, product lines, or other parameters. Input is reflected throughout the rest of their templates for instant feedback.
- **Integrated reporting.** Powerful business intelligence tools for detailed, multi-dimensional reports and analyses are available at the click of a mouse.

A MORE INTELLIGENT WAY TO COLLECT INFORMATION

To begin using Cognos Contributor, users simply direct their browsers to a specified Web address, log in, and immediately gain access to a complete, linked set of templates specific to their role in the planning process. Contributor users can quickly tab through templates, enter data where required, and evaluate information prior to submission.

- **Web-based, personalized data-entry.** Cognos Contributor templates are both easy to deploy and easy to use. Users only enter data that is relevant to their functional areas.
- **Flexible data entry.** Templates can easily be customized by reorienting columns and rows and displaying or hiding empty or zero-filled fields.

COGNOS®

THE NEXT LEVEL OF PERFORMANCE™

- **Minimal training.** Because Contributor is intuitive and browser-based, little or no training is required to take advantage of its robust functionality.
- **Dynamic linking.** Cognos Contributor can link individual plan components in real time, providing cross-organization consistency and accuracy.
- **NetPlanning.** Cognos Contributor can foster on-the-fly collaboration over the Web, even involving external contributors such as customers, suppliers, or others not normally involved in planning and performance management process.

STREAMLINED WORKFLOW MANAGEMENT

After entering required information, contributors either save their work to return to later, or submit it for review. At any point, designated reviewers can quickly view workflow status—*not started, in progress, or ready for review*—with intuitive, color-coded icons. Reviewers can send e-mail to groups based on hierarchy or workflow status, making it easy for managers to communicate. After work is submitted, a customizable interface displays the details of individual submissions, an overview of all submissions, or a combination of both. Aggregate totals are shown to help quickly pinpoint areas that may need revision. Reviewers can then request modifications; and if last-minute revisions are needed, totals may be adjusted without compromising accuracy.

- **Track participation—easily.** Cognos Contributor automatically monitors the entire planning process and gives you the status of every participant, so your planning cycle proceeds at the speed of the fastest contributor, not the slowest. It also promotes helpful dialogue among participants, further shortening planning cycles.
- **Mobile Planning.** Cognos Contributor lets you plan where and when you want to, without a network connection. Contributor knows when users check out to work offline and automatically updates plans and forecasts when users check back in.

BRIDGE THE FINANCE-TO-BUSINESS

LANGUAGE GAP

Contributor users enter operational data in “their own language,” rather than unfamiliar financial terms. The result is more accurate information. For instance, a user might enter the number of units sold, purchased, or needed. Information is then translated by preset formu-

las into financial data such as gross revenue, gross margin, or net income.

ADVANCED, FLEXIBLE SECURITY

Contributor manages security with complete flexibility. Advanced, pre-defined selection options ensure that users see only those templates—or portions of templates—that they require. Viewing options can be set for entire business units, workgroups, even individuals. Detailed instructions—including customized headlines and drop-down boxes with optional links to Web pages—can be tailored for each template, so relevant information and expectations are always communicated.

COGNOS ENTERPRISE PLANNING SERIES

Cognos Enterprise Planning Series is a fully integrated, state-of-the-art solution for planning, budgeting, forecasting, consolidation, and financial reporting. The Enterprise Planning Series consists of three multi-functional components: Cognos Analyst, Cognos Contributor, and Cognos Consolidation.

WHY COGNOS?

Only Cognos delivers a complete range of integrated, scalable software capabilities that lets you drive your business (through planning), monitor your business (through scorecarding), and understand your business (through business intelligence). The Cognos corporate performance management (CPM) solution lets you bring your organization’s performance to the next level. Founded in 1969, Cognos serves more than 22,000 customers in over 135 countries.

Contributor Technical Requirements

Client Workstation

- Microsoft Windows XP, 2000 SP4, 98, or NT SP5
- Microsoft Internet Explorer 5.5 or later
- Minimum 64 MB RAM

Server

- Dual-processor Pentium III 1.0 Ghz or faster
- Microsoft NT Server 4.0 (with SP 5 or newer), Windows 2000 Server, or Advanced Server (SP 4 or higher)
- IIS 4.0 or 5.0
- 1-2 GB free disk space
- Recommended 2 GB RAM



WWW.COGNOS.COM

Stock No. 035270
(08/03)

Cognos, and the Cognos logo are trademarks or registered trademarks of Cognos Incorporated in the United States and/or other countries. All other names are trademarks or registered of their respective companies.